



CALIFORNIA DEPARTMENT OF FINANCIAL INSTITUTIONS

JOB OPPORTUNITY BULLETIN

SENIOR INFORMATION SYSTEMS ANALYST (SPEC)

FINAL FILING DATE: UNTIL FILLED

POSITION NO: 407-002-1337-

TENURE: PERMANENT

TIME BASE: FULL TIME

LOCATION: SACRAMENTO

SALARY RANGE: \$5,388-\$6,548

PENDING BUDGETARY APPROVAL

JOB DESCRIPTION:

The Department of Financial Institutions (DFI) is accepting applications for a Senior Information Systems Analyst (Specialist) with the working title of Information Security Officer (ISO) in the Sacramento office which is near light rail and offers low cost parking. The ISO provides direction and oversight of the Department's information assets by planning, developing, administering, enforcing, and representing the Department's Information Security Risk Management Program. This program encompasses all sensitive systems – automated and manual, physical and logical for DFI. This includes the development, implementation, monitoring, and enforcement of security plans, policies, procedures, guidelines, safeguards, and operational responsibilities that are required to protect data confidentiality and privacy rights, and ensure the integrity and availability of departmental information systems. The ISO works closely with the DFI Information Systems Section, Human Resources Section, California Highway Patrol, local authorities and other regulatory entities in the investigation of security breaches.

DFI provides excellent opportunities for career development. The Department received the 2005 Sacramento Area Human Resource Association Workplace Excellence Award in the category of Small Government Agency/Public Sector and is considered one of the premier State departments offering programs and opportunities that focus on and support employees.

DUTIES/RESPONSIBILITIES:

Under the general direction of the Commissioner of Financial Institutions, the Information Security Officer (ISO) is responsible for establishing and communicating information security strategies, policies, and operational standards to the executive team, program managers and staff. The ISO is responsible for planning, organizing, managing and directing the Department's Information Security Risk Management program, including the development, implementation, maintenance, and enforcement of information security and risk management policies and operational standards for system security administration and user system access. The ISO provides guidance and technical assistance to management on information security-related issues and leads projects to assess the potential risk of exposure of all information assets, including confidential licensee and personnel information.

California Relay (Telephone) Service for the Deaf or Hearing Impaired:
From TDD phones: 1-800-735-2929, from voice phones: 1-800-735-2922

California State Government – An Equal Opportunity Employer – Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. It is the objective of the State of California to achieve a drug-free workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in the public.

FILING INSTRUCTIONS:**Who May Apply**

Applications will be accepted from individuals currently in the above classes or who have list, transfer or reinstatement eligibility to the classes. All applications will be reviewed, however, only the most qualified candidates will be interviewed. Appointment is subject to reemployment and SROA policies.

Send Applications To:

**Department of Financial Institutions
Human Resources Office
Attn: James Dong
1810 13TH Street
Sacramento, CA 95814**

Additional questions should be directed to Robbin Kleinsorge at (916) 445-2063.